M D E

C O M P U T E R I Z E D

D A T A

JULY, 1988

# FORWARD

This booklet is focused on presenting the reader with a general introduction to the systems and information currently resident on the State Department of Education - Information System (SDE-IS). The Education Data Systems Section has prepared this material as a by-product of the Database Element Dictionary effort. The summaries provided within these pages will assist you in determining what data is currently available on the SDE-IS in relation to your informational needs.

Detailed information concerning the 4800 individual pieces of data resident on SDE-IS systems are available via the Database Element Dictionary. To further clarify whether your informational needs can be met by the SDE-IS, contact the Data Acquisition Unit, Education Data Systems Section.

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## The SDE-IS

The provision of an interactive database is the basic design concept which has directed the development of the SDE-IS. This means that a user can directly access the data in the database through a terminal. Further the user can inquire for data with specific characteristics, extract it, report it, use it in further processes, or change it (if the user has that responsibility). This educational data on the SDE-IS consists primarily of data representing the "business operation" of each of the school districts in the state. The uses of this data are to support both research and the making of management decisions at the MDE.

Since the data in the SDE-IS represents a number of related but different district operational functions, the database must be integrated. Integration in terms of a database and its use means that the same item(s) of data can be used for different purposes by different MDE staff without the necessity of making copies of the data. It also implies that items of data can be related/used with other items in the database.

The physical structure of the SDE-IS database is quite simple - in general it can be described as a number of large table-like files. The SDE-IS database actually is several separate databases that are related and can be used together. Each database serves one or more systems. Within each database is included one or more data sets. Finally within each data set is contained the data (data elements).

Currently, the SDE-IS contains 43 systems, 244 data sets, and 4792 data elements.

## Data Categories

Educational data and activities are traditionally described in five categories - Students, Staff, Finance, Instructional Programs, and Facilities. The SDE-IS and its databases have been designed, in general, to respond to these functional areas.

Students:

The Student functional area of the SDE-IS deals with summaries of student attendance and membership by school and district. In some areas additional characteristics (ethnic group, handicapped, etc.) give additional specificity to the summaries. Student summary data is used by a number of other functional areas to support the calculation of aids and levy limits as well as the statistical analysis of the population served by each district and the state. Accuracy and timeliness are very important factors in these uses of student data. Other uses of data about students are concerned with the determination of general trends and compliance with statutory requirements.

Staff:

Currently, the majority of data and applications on the SDE-IS that fit into the staff functional area are associated with licensed district staff. This data is the product of the teacher licensing and assignment process and programs. This data is organized into a database which is structured by year. The SDE-IS provides direct access to this data through on-line terminals and numerous reports to a variety of users. This data also provides the MDE with some limited indication of the educational program of each district and its change over time.

Finance:

The financial applications in the SDE-IS are primarily associated with the data reported by the districts each year concerning their financial activities, with the data necessary to calculate each district's levy limitations, and with the calculations and accounting of the various state aids paid to the districts. There is also an area of financial data and applications specific to vocational education.

Beginning in July 1980, all school districts in the state were required by the legislature to change their financial accounting to a multi-dimensional method, following the Uniform Financial Accounting and Reporting Standards (UFARS). The district level financial application implemented in the regional ESV-IS centers - ESV-FIN - was designed to support the UFARS requirements. The state level part of this reporting process is the SDE-FIN application.

Facilities:

Currently the SDE-IS does not contain any detailed information about district physical plants, equipment, and facilities other than that contained in the Organizational Unit data set. This data is collected and maintained manually by the School Facilities Section. If policy makers show concern for the condition of buildings and other facility related issues, facility data could be added to the SDE-IS.

Instructional Programs:

The primary information on instructional programs within the SDE-IS is found on the Civil Rights and Curriculum Reporting systems. This data pertains to compliance with federal and state discrimination laws and compliance by districts to State Board of Education mandates pertaining to the number of hours of instruction districts provide by subject areas.

Currently no detailed data exist which reflects the specific courses and instructional programs in which Minnesota students participate. The Data Acquisition Unit has standardized the definitions, terms and codes for course/curriculum data. The Integrated Data Base project will result in the establishment of timely, accurate and comparable data reflective of exactly what courses students are taking; the characteristics of the students taking those courses; and the educational experience of the teachers providing instruction.

## SDE-IS Future Development

Currently the SDE-IS includes a variety of data as related to students and staff. The UFARS system (SDE-FIN) has provided an excellent information base descriptive of district revenue and expenditures. The future development of the SDE-IS involves a refinement of the level of detail for student and staff data and the development of data standards and systems reflective of curriculum.

Beginning in the Fall of 1989, a new process will be implemented for district data capture and collection. As outlined in M.S. 121.932 subd. 5, the local districts will capture essential data elements (core, unaggregated data) about each student, staff and program which takes place at the district. The ESV Regional Centers will assemble this data into the form and format established by the Minnesota Department of Education for member districts. Finally, the data will be entered onto the SDE-IS via ESV Regional Center tapes.

The essential data will provide an informational resource of educational data on the SDE-IS. This data resource is termed the Integrated Data Base. The current goal of the MDE is to aggregate the esssential data by district and school activities including courses and extra curricular events. The information will then be processed to supply the data requirement for many of the current SDE-IS application systems. Current SDE-IS systems targeted to interact with the Integrated Data Base for informational requirements include:

o Curriculum Reporting System
o Civil Rights System
o Personnel Licensing System
o Projections System
o Special Education System
o Student System
o Unduplicated Childcount System

Currently about 23 paper/pencil forms used to capture district data to feed the SDE-IS are scheduled for elimination with the successful conversion to the Integrated Data Base. Another key aspect of the Integrated Data Base is the linkage of UFARS system data. Essentially, linkage will be established for district activities to the UFARS program dimension. Proration of UFARS program data will be calculated to reflect the cost of curriculum provision for Minnesota School Districts. Another key aspect of the Integrated Data Base will be the capability to mix and match the staff, student, curriculum and UFARS data for the district and school activities.

Successful development and pilot of the Integrated Data Base has taken place this past year. Five districts (Roseville, South Washington County, New London-Spicer, Tower-Sudan and Chisholm) provided data via their respective ESV Regional Centers. Data was fed via regional tapes onto the SDE-IS and summarized by activity. Numerous reports were generated from the summary activity data which combined the ability to mix and match the student, staff curriculum and finance data.

End of year pilot data will be compared to the actual paper/pencil data submitted by districts. The pilot will also be expanded to all ESV Regional Centers and more districts in the upcoming months.

**SYSTEM NAME:**    Abatement Aid

    **SECTION:**    Education Aids and Levies
    **CONTACT:**    Tom Melcher
    **PHONE:**    297-2194

**DESCRIPTION:**    The Abatement Aid system calculates school district abatement aid entitlements based on the amount of school taxes abated during the previous calendar year, and on school district aid entitlements for various aid programs.

    Aid entitlement reports are produced for each calculation run, and abatement aid ratios and aid entitlements are loaded to levy. Estimated aid entitlements are computed at the beginning of the fiscal year, and final aid entitlements are computed after the fiscal year is completed.

**Data Relevent To:**    Educational Finance, Property Tax Levies

**Related Laws, Rules and Regulations:**

    M.S. 124.214, M.S. 275-48

**SOFTWARE/HARDWARE CONFIGURATION:**

    **Software**
    **Developer:**    In-House
    **Name:**    Cobol Programs

    **Hardware**
    **Manufacturer:**    UNISYS
    **Model:**    B7900
    **Location:**    EDS/Metro II

**SYSTEM NAME:**    Assessment (Achievement Test)

**SECTION:**    Assessment
**CONTACT:**    William McMillan
**PHONE:**    296-6002

**DESCRIPTION:**    The Achievement Test Assessment system is used to score and report the results of achievement tests developed by the Minnesota Department of Education primarily for fourth and eighth grade students. The tests are given each year in these grade levels. The major subject areas include reading, math, science, computer literacy, etc.

School district personnel submit test answer sheets for computer scoring.

Answer sheets are scored individually. In addition, statewide norms and statistical reports for school districts are generated.

**Data Relevant To:**    Curriculum, Educational Materials, Assessment of Students

**Related Laws, Rules, and Regulations:**

M.S., section 123.742

**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:**    In-House
**Name:**    Cobol Program

**Hardware**
**Manufacturer:**    Unisys
**Model:**    B7900
**Location:**    EDS/Metro II

| SYSTEM NAME: | Capital Expenditure Aid |
|---|---|
| SECTION: | Education Aids and Levies |
| CONTACT: | Tom Melcher |
| PHONE: | 297-2194 |
| DESCRIPTION: | The Capital Expenditure Aid system calculates school district capital expenditure and hazardous substance aid entitlements based on pupil unit data and levy data. |

Aid entitlement reports are produced for each calculation run. Estimated aid entitlements are computed quarterly during the school year, with a final calculation after the year is completed. Aid entitlements are loaded to IDEAS for processing aid payments.

Data Relevant To:   Educational Finance

Related Laws, Rules and Regulations:

  M.S. 124.244, 124.245, 275.125, subd. 11c.

SOFTWARE/HARDWARE CONFIGURATION:

Software
Developer:   In-House
Name:   Cobol Programs

Hardware
Manufacturer:   UNISYS
Model:   B7900
Location:   EDS/Metro II

**SYSTEM NAME:**    Census (School)

    **Section:**    District Data/Management Information
    **Contact:**    Linda Alberg
    **Phone:**    296-7846

**DESCRIPTION:**    The School Census system annually collects the number of 0 through 20 year olds in each Minnesota School District. The data on these persons is further categorized by size and by county of residence. The data is published annually, aggregated into counties and into school districts.

    **Data Relevant To:**    Resident children, aged 0 through 20 years

    **Related Laws, Rules and Regulations:**

        M.S. section 120.095

**SOFTWARE/HARDWARE CONFIGURATION:**

    **Software**
    **Developer:**    In-House
    **Name:**    Cobol Programs

    **Hardware**
    **Manufacturer:**    UNISYS
    **Model:**    B7900
    **Location:**    EDS/Metro II

**SYSTEM NAME:**  Childcare

**Section:**  Child Nutrition
**Contact:**  Margaret Drey
**Phone:**  296-6986

**DESCRIPTION:**  The Childcare system is used to reimburse public and private daycare centers and other childcare institutions for the food they provide to children. The childcare food program is sponsored by the U.S. Department of Agriculture which provides federal money requiring matching state funds. This system accounts for and validates daycare center food costs and calculates monthly reimbursement amounts.

Childcare facilities submit data on food expenses and the numbers and ages of children served.

A magnetic tape containing payment amounts is sent to the statewide accounting system for processing. Periodic reports to the U.S. Department of Agriculture are also produced.

**Data Relevant To:**  Day Care, Day Care Participants, Federal-State Programs, Food/Nutrition, Camps

**Related Laws, Rules, and Regulations:**

42 U.S.C. Sec. 1771-1788

**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:**  In-House
**Name:**  Cobol Programs

**Hardware**
**Manufacturer:**  UNISYS
**Model:**  B7900
**Location:**  EDS/Metro II

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**SYSTEM NAME:**     Childcount (Unduplicated)

Section:     Special Education
Contact:     Robert H. Fischer
Phone:       296-4164

**DESCRIPTION:**     The Childcount system produces the annual count of handi-
capped children receiving special education services from
Minnesota Public Schools, which forms the basis for deter-
mining the state's entitlement to federal funds.  The col-
lected data also provides an instrument for analyzing the
ages of the children served, their disability areas, and
the relationships between the various disability
categories.

School districts furnish the child count figures by
completing forms ED-00335, 89-313, 89-750.

**Data Relevant To:**     Students, Enrollments, Fiscal Services, Projections

**Related Laws, Rules and Regulations:**

P.L. 94-142

**SOFTWARE/HARDWARE CONFIGURATION:**

Software
Developer:     In-House
Name:          Cobol Programs

Hardware
Manufacturer:  UNISYS
Model:         B7900
Location:      EDS/Metro II

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**SYSTEM NAME:**        Civil Rights System (MINCRIS)

**Section:**        District Data/Management Information
**Contact:**        Sharon Peck/Carol Hokenson
**Phone:**        296-1504 / 296-4432

**DESCRIPTION:**        The Civil Rights system secures data from each school district to monitor compliance with state and federal laws prohibiting discrimination in education and employment. Data categories include the ethnicity of students and staff, the gender of students and staff, school attendance by gender and ethnicity, and student participation in selected programs such as industrial arts, home economics, athletics, etc. The data is updated annually.

School districts provide data on the following forms: ED-01333, Home Primary Language Report; ED-01534, Staff Information Report; ED-01535, Student Information Report; ED-01536, Athletic Information Report; ED-01537, General Information Report; ED-01500, Vocational Student Information Report; ED-01678, MINCRIS Spring Edit Report; ED-01690, Nonresident Student Report; and ED-01692, Civil Rights Fall Edit Report.

The system produces the following reports: Student Enrollment by Race, Equity Report, Sports Participation Report, and Staffing Report. These reports are submitted to the U.S. Office of Civil Rights and the U.S. Equal Employment Opportunities Commission. Data from the reports is also used for in-house analysis.

**Data Relevant To:**    Human Rights, Educational Personnel, Students, Sex Equity, Minorities, Discrimination, Federal-State Programs

**Related Laws, Rules and Regulations:**

    M.S., section 124.15
    Minnesota Rules, parts 3535.2300-.2900
    34 C.F.R. Part 100
    45 C.F.R. Sec. 86.4

**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:**    In-House
**Name:**    Cobol Programs

**Hardware**
**Manufacturer:**    UNISYS
**Model:**    B7900
**Location:**    EDS/Metro II

| SYSTEM NAME: | Commodities |
|---|---|
| SECTION: | Child Nutrition |
| CONTACT: | Margaret Drey |
| PHONE: | 296-6986 |

DESCRIPTION:

The purpose of the Commodities system is to assist the Minnesota Department of Education Child Nutrition Section in its ordering, allocation, and distribution of USDA commodities. The Child Nutrition Section administers a federal sponsored program through which USDA provided commodities are distributed to local school districts and other program participant agencies within the state. The commodities system performs the following tasks:

1) The ordering and receiving of commodities from USDA to be stored in several warehouses throughout the state. Ordering includes a computer generated suggestion of USDA commodity orders based on past usage and projected need.
2) The distribution of USDA commodities to the participants, either through orders from the participant or through allocation.
3) The maintaining and accountability of the inventory levels of these commodities at all warehouses while the ordering, receiving, and distributing are taking place.
4) The automatic storage bill processing that charges back storage charges to participants based on their commodity use.
5) The warehouse budget and payment maintenance.
6) The on-line inquiry to any part of the system via CRT terminals.
7) The capability to request any report any time.
8) The capability to archive a year of data to tape (and reload if needed).

Data Relevant To:  Securities/Commodities, Food/Nutrition, Budgeting, Inventory, Federal-State Programs, Distribution of Commodities

Related Laws, Rules, and Regulations:

7 C.F.R. Part 250

SOFTWARE/HARDWARE CONFIGURATION:

| Software |  |
|---|---|
| Developer: | In-House |
| Name: | Cobol Programs |

| Hardware |  |
|---|---|
| Manufacturer: | UNISYS |
| Model: | B7900 |
| Location: | EDS/Metro II |

**SYSTEM NAME:**    Community Education Aid

    **SECTION:**    Education Aids and Levies
    **CONTACT:**    Tom Melcher
    **PHONE:**    297-2194

**DESCRIPTION:**    The Community Education Aid system calculates school district community education and early child family education aid entitlements based on population, school census and levy data.

Aid entitlement reports are produced for each calculation run. Estimated aid entitlements are computed at the beginning of the fiscal year, and a final calculation is completed at year end. Aid entitlements are loaded to IDEAS for processing aid payments.

**Data Relevant To:**    Educational Finance

**Related Laws, Rules and Regulations:**

    M.S. 124.271; M.S. 124.2711; M.S. 275.125, subd. 8;
    M.S. 275.125, subd. 8b

**SOFTWARE/HARDWARE CONFIGURATION:**

    **Software**
    **Developer:**    In-House
    **Name:**    Cobol Programs

    **Hardware**
    **Manufacturer:**    UNISYS
    **Model:**    B7900
    **Location:**    EDS/Metro II

**SYSTEM NAME:**      Computer Resource Usage Management System (CRUMS)

**SECTION:**      Education Data Systems
**CONTACT:**      Paul Ward
**PHONE:**      297-3258

**DESCRIPTION:**      The Computer Resource Usage Management system reports the computer usage by each MDE section for the purpose of charging for computer resources used within the Department of Education. Reports can be generated by month or by a specific period of days. Reports may also be generated by project charge codes.

**Data Relevant To:**    EDS Section, Fiscal Services Section, Computer Users

**Related Laws, Rules, and Regulations:**

     None

**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:**      In-House
**Name:**      Cobol Programs

**Hardware**
**Manufacturer:**      UNISYS
**Model:**      B7900
**Location:**      EDS/Metro II

**SYSTEM NAME:**     Curriculum Reporting

**SECTION:**     Education Data Systems
**CONTACT:**     Erv Chorn
**PHONE:**     296-5647

**DESCRIPTION:**     The Elementary/Secondary Curriculum Reporting system is utilized to monitor district compliance to State Board of Education rules pertaining to the number of hours of instruction for particular subject areas. Data includes hours of instruction by general subject area and length of school days as related to elementary and secondary education. Beginning in F.Y. 1987, the system records participation in courses.

**Data Relevant To:**     Mandatory Hours of Instruction by Subject Area

**Related Laws, Rules and Regulations:**

Minnesota Rules, parts 3500.1100 to 3500.1400

**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:**     In-House
**Name:**     Cobol Programs

**Hardware**
**Manufacturer:**     UNISYS
**Model:**     B7900
**Location:**     EDS/Metro II

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**SYSTEM NAME:**     Data Acquisition Documentation System (DADS)

**SECTION:**     Education Data Systems
**CONTACT:**     Erv Chorn
**PHONE:**     296-5647

**DESCRIPTION:**     The Data Acquisition Documentation system records, tracks, and maintains information pertaining to the Minnesota Department of Education data collection activities including general descriptions of forms. Data is updated as necessary by the Data Acquisition Unit via a terminal screen program.

The Data Acquisition Calendar, a booklet, is produced annually.

**Data Relevant To:**     Data collection from the LEAs, Laws, Rules, and Regulations for data collection, production of the Data Acquisition Calendar

**Related Laws, Rules, and Regulations:**

M.S., section 121.932


**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:**     In-House
**Name:**     Cobol Programs

**Hardware**
**Manufacturer:**     UNISYS
**Model:**     B7900
**Location:**     EDS/Metro II

| SYSTEM NAME: | Data Base Element Dictionary (DBED) |
|---|---|

| SECTION: | Education Data Systems |
|---|---|
| CONTACT: | Dave Eide |
| PHONE: | 296-8988 |

**DESCRIPTION:** The Data Base Element Dictionary system contains technical and non-technical descriptions of all data elements in the automated data collection systems of the State Department of Education-Information System (SDE-IS). The data covers six categories, 43 systems, and nearly 250 datasets. The six data categories are financial, student, vocational, staff, data collection/forms, and reporting units. Data is updated as necessary.

Personnel of the Department of Education provide data base element descriptions on the form ED-00937.

Descriptions of data categories, systems, datasets, and data elements are shown on reports which are produced as necessary. The descriptions may also be seen via CRT terminal.

**Data Relevant To:** Computer/Information Systems, Accessing the Database, System Definitions

**Related Laws, Rules, and Regulations:**

M.S., section 121.936

**SOFTWARE/HARDWARE CONFIGURATION:**

| Software |  |
|---|---|
| Developer: | In-House |
| Name: | Cobol Programs |

| Hardware |  |
|---|---|
| Manufacturer: | UNISYS |
| Model: | B7900 |
| Location: | EDS/Metro II |

| SYSTEM NAME: | Documentation System (On-Line) |
|---|---|

| SECTION: | Education Data Systems |
|---|---|
| CONTACT: | Paul Ward |
| PHONE: | 297-3258 |

**DESCRIPTION:** The Documentation system allows technical staff within EDS to enter documentation about programs, jobs, and system overviews. This system is intended for internal use. Reports may be produced which print the program, job, or system overview documentation. These reports may be produced by System, User Section, Programmer Assigned, or Analyst Assigned.

Data Relevant To:   EDS Section

Related Laws, Rules, and Regulations:

　　None

SOFTWARE/HARDWARE CONFIGURATION:

Software
| Developer: | In-House |
|---|---|
| Name: | Cobol Programs |

Hardware
| Manufacturer: | UNISYS |
|---|---|
| Model: | B7900 |
| Location: | EDS/Metro II |

| SYSTEM NAME: | Education Voucher System |
|---|---|

| SECTION: | Fiscal Services |
|---|---|
| CONTACT: | Ed Wilkins/Wanda Vaillancourt |
| PHONE: | 296-6253/ 296-6279 |

DESCRIPTION: The Education Voucher system is used to record the federal grant awards to Local Education Agencies and to calculate and record the disposition of these funds made by school districts throughout the year. Data is entered into the system via CRT terminals commencing in September for the next October-September federal fiscal year. The payments to the school districts are then calculated monthly. Reports are generated to assist in management of the system and to serve as the source of input into the Statewide Accounting system through which payment to the school districts is made.

Data is provided by Department of Education staff on grant award forms.

Data Relevant To: Educational Finance, Federal-State Programs, Department of Finance Program Directors

Related Laws, Rules and Regulations:

The grants are administered in accordance with the applicable provisions of Title 34 of the Code of Federal Regulations Parts 74, 75, 77, and 78 (also 34 CFR Part pertaining to individual programs) including any amendments in effect on the date of said grant award

SOFTWARE/HARDWARE CONFIGURATION:

Software
Developer: In-House
Name: Cobol Programs

Hardware
Manufacturer: UNISYS
Model: B7900
Location: EDS/Metro II

**SYSTEM NAME:**    General Aids Report

**SECTION:**    Education Aids and Levies
**CONTACT:**    Tom Melcher/Don Pfiffner
**PHONE:**     297-2194 / 296-9614

**DESCRIPTION:**    The General Aids Report system reports the total amount of money per pupil unit which accrues to school districts from state and federal aid, funds, payments, credits, disbursements, or monetary obligations during the fiscal year as required by Minnesota Statutes, Section 121.49.

Data is taken from other Department of Education systems and other department's systems.

The report "Itemization of Amount of Aid to Districts" is printed annually and due on December 1.

**Data Relevant To:**    Educational Finance, Federal-State Programs, Pupil Units, Disbursement of Funds

**Related Laws, Rules and Regulations:**

M.S., section 121.49

**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:**    In-House
**Name:**    Cobol Programs

**Hardware**
**Manufacturer:**    UNISYS
**Model:**    B7900
**Location:**    EDS/Metro II

**SYSTEM NAME:**     General Education Aid (Foundation)

**SECTION:**     Education Aids and Levies
**CONTACT:**     Tom Melcher
**PHONE:**     297-2194

**DESCRIPTION:**     The General Education Aid system computes the annual
General Education Aid entitlements for school districts as
provided in Minnesota Statutes, Chapter 124A. The system
accesses data on the student population and on the property
tax levy of each district. Aid amounts are then calculated
based on a formula specified by the legislature. Aid is
awarded annually in dollars per pupil unit.

School districts furnish school attendance figures. Data
on property tax revenues is taken from the Department of
Education's Levy system.

The major outputs are statistics for use in the annual
report.

**Data Relevant To:**     Educational Finance, Appropriations, Grant-In-Aids,
Educational Projects, Students

**Related Laws, Rules, and Regulations:**

M.S., Chapter 124A

**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:**     In-House
**Name:**     Cobol Programs

**Hardware**
**Manufacturer:**     UNISYS
**Model:**     B7900
**Location:**     EDS/Metro II

| SYSTEM NAME: | Gifted and Talented Aid |
|---|---|

**SECTION:** Education Aids and Levies
**CONTACT:** Tom Melcher
**PHONE:** 297-2194

**DESCRIPTION:** Districts submit counts of gifted students. The data is entered into the Gifted and Talented Aid system and the computer calculates the state aid entitlement using the lesser of the gifted count or 3% of average daily membership times the aid allowance.

**Data Relevant To:** Educational Finance

**Related Laws, Rules and Regulations:**

M.S. 124.247 (Repealed for 88-89 and thereafter)

**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:** In-House
**Name:** Cobol Programs

**Hardware**
**Manufacturer:** UNISYS
**Model:** B7900
**Location:** EDS/Metro II

**SYSTEM NAME:**  Integrated Department of Education
Aids System (IDEAS)

**SECTION:**  Education Aids and Levies
**CONTACT:**  Tom Melcher/Don Pfiffner
**PHONE:**  297-2194 /  296-9614

**DESCRIPTION:**  The IDEAS system processes all Minnesota Department of
Education state aid payments.  It also adjusts the amount
of appropriated aid each school district may receive each
month based on projected cash flow needs.  IDEAS generates
a tape for automated entry to the Statewide Accounting
system which issues checks and concurrently produces
payment detail reports for school districts and fund
analysis reports for program managers.  The system also
simulates cash flow and changes in the funding structure of
the various aid programs.

Aid payment formulas are provided by the legislature.  Aid
entitlement amounts are taken from the General Education
Aid system and other systems that process entitlements.
These entitlements are appropriated by law and administered
through the Education Aids and Levies Section.

A magnetic tape of aid payment amounts, vendor reports for
school districts, and aid payment and analysis reports are
produced monthly.  Various ad hoc reports for management
are produced as needed.

**Data Relevant To:**   Educational Finance, Aids Payments to Districts

**Related Laws, Rules, and Regulations:**

M.S., section 124.195


**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:**  In-House
**Name:**  Cobol Programs


**Hardware**
**Manufacturer:**  UNISYS
**Model:**  B7900
**Location:**  EDS/Metro II

**SYSTEM NAME:**     Letter of Credit

**SECTION:**     Fiscal Services
**CONTACT:**     Ed Wilkins/Wanda Vaillancourt
**PHONE:**     296-6253 / 296-6279

**DESCRIPTION:**     The Fiscal Services Letter of Credit system tracks the status of federal grant awards and draws against these grants. The grants are for a wide variety of agency (MDE) and local educational programs. The system contains the grant identification numbers and amounts authorized under each letter of credit and the amounts drawn during the grant cycle.

Data is provided by Department of Education staff on grant award forms.

**Data Relevant To:**     Educational Finance, Federal-State Programs, Reimbursement, Disbursement of Funds

**Related Laws, Rules, and Regulations:**

The grants are administered in accordance with the applicable provisions of Title 34 of the Code of Federal Regulations Parts 74, 75, 77, and 78 (Formerly 45 CFR Parts 100A, 100C, and 100D) including any amendments in effect on the date of said grant award and 34 CFR Part 510.

Draws are entered against approved grant awards several times a week. At the time the draws are entered, deposit slips for the Department of Finance are produced in triplicate and fund balances are adjusted accordingly.

**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:**     In-House
**Name:**     Cobol Programs

**Hardware**
**Manufacturer:**     UNISYS
**Model:**     B7900
**Location:**     EDS/Metro II

**SYSTEM NAME:** Levy System

**SECTION:** Education Aids and Levies
**CONTACT:** Tom Melcher
**PHONE:** 297-2194

**DESCRIPTION:** The Levy system calculates school district property tax levies based on property values and assessment data, the overall financial condition of each school district, AFDC data, tax credit data, and levy calculations from previous years. The data is updated annually. Processing involves computing the maximum property tax levy limitation for each school district.

Data is provided by a number of sources including county auditors, school district annual financial reports, the Department of Human Services, and the Department of Revenue.

The major outputs are levy detail reports to school districts and county auditors. These reports are produced annually.

**Data Relevant To:** Educational Finance, Property Tax Levies, Property Values, District Financial Condition, Mill Rates, EARC

**Related Laws, Rules, and Regulations:**

M.S., Chapter 124A
M.S., section 275.125

**SOFTWARE/HARDWARE CONFIGURATION:**

Software
Developer: In-House
Name: Cobol Programs

Hardware
Manufacturer: UNISYS
Model: B7900
Location: EDS/Metro II

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| SYSTEM NAME: | Nonpublic Reimbursement |
|---|---|
| SECTION: | Education Aids and Levies |
| CONTACT: | Bob Eliasen |
| PHONE: | 296-4429 |

DESCRIPTION: The Nonpublic Reimbursement system stores eligible nonpublic pupils units by nonpublic school within public school districts which have requested state aid. The pupil units are used with the reimbursement rates based on law to calculate estimated entitlements (maximum allocations) for load to the IDEAS payment system. Upon completion of the school year it compares the maximum allocation to actual expenditures reported on UFARS to determine actual entitlements for updating the IDEAS system. The system is also a source of reference to historical data for rates and nonpublic pupil participation by nonpublic school, district and state. Two main reports are produced yearly: a maximum allocation report at the beginning of the year, and a year-end final summary report. Each of these reports is accompanied by a nonpublic school detail report.

Data Relevant To: Educational Finance; nonpublic pupil aid

Related Laws, Rules and Regulations:

M.S. Section 123.931 - 123.947
M.R. Chapter 3540

SOFTWARE/HARDWARE CONFIGURATION:

Software
Developer: In-House
Name: Cobol Programs

Hardware
Manufacturer: UNISYS
Model: B7900
Location: EDS/Metro II

**SYSTEM NAME:**     Nonpublic School Data

**SECTION:**     District Data/Management Information
**CONTACT:**     Mike Mueller/Carol Hokenson
**PHONE:**        296-7683  /     296-4432

**DESCRIPTION:**     The Nonpublic School Data system collects counts of
students, staff, and graduates of Minnesota nonpublic
schools.  Data categories include attendance data for
share-time students, staff data, and whether the school is
affiliated with a particular religion.  Data is updated
annually.  The information is used for enrollments, block
grant funds, aids, etc.

Nonpublic schools provide data on the Minnesota Department
of Education form: ED-00027, Statistics on Nonpublic
Schools.

An annual graduate report by county is produced and lists
the number of high school graduates.  This system also
produces an annual report entitled, "Information on
Minnesota Nonpublic Schools."  This report shows the number
of schools, students, and staff and the locations of
nonpublic schools in Minnesota.

**Data Relevant To:**     Students, Staff, Graduates, Shared-Time, Attendance,
Enrollments, Compliance

**Related Laws, Rules, and Regulations:**

M.S., section 120.12, subd. 2

Nonpublic compulsory attendance information is collected on form
ED-10879.  This form collects legislatively required data
used to identify noncompliant districts.

**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:**     In-House
**Name:**          Cobol Programs

**Hardware**
**Manufacturer:**     UNISYS
**Model:**           B7900
**Location:**        EDS/Metro II

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**SYSTEM NAME:** Organization Unit (ORGUNIT)

**SECTION:** Education Data Systems, District Data/Management Information

**CONTACT:** Steve Rooke/Linda Alberg

**PHONE:** 297-3156 / 296-7846

**DESCRIPTION:** The ORGUNIT system maintains current geo-political data on school districts, school buildings, regional computer centers, daycare institutions, educational cooperative services units, co-ops, and other educational organizations. Data used includes county number; Elementary-Secondary-Vocational (ESV) Region number; Economic Development Region number, school district number, etc. Data is updated as necessary.

School districts provide data on the Minnesota Department of Education form: ED-00908, Verification of Education Directory Listing.

This system produces mailing labels as necessary. Also, other Minnesota Department of Education systems access school district numbers for verification.

**Data Relevant To:** Educational Facilities, Boundaries, Address, Labeling

**Related Laws, Rules, and Regulations:**

None

**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:** In-House
**Name:** Cobol Programs

**Hardware**
**Manufacturer:** UNISYS
**Model:** B7900
**Location:** EDS/Metro II

**SYSTEM NAME:**    Personnel Licensing

**SECTION:**    School Personnel Services
**CONTACT:**    Roger Delgehausen
**PHONE:**    296-2046

**DESCRIPTION:**    The Personnel Licensing system establishes, updates, and maintains licensing data on teachers and other professional education staff who require licensing to practice their profession. The data is used to establish qualifications, to issue new and renewal licenses, and to certify teacher assignments. Data categories include licensing data, staff characteristics data, achievement data, teaching assignments, and employment and salary records. Data is updated daily.

School districts supply data for each licensed staff member. The Minnesota Department of Education form ED-00255, Licensed School Personnel Record, is used.

Licenses and mailing labels are produced daily. The Organization Unit system is used in conjunction with the personnel licensing system to produce the mailing labels. Other reports, such as managerial reports, are produced as necessary.

**Data Relevant To:**    Educational Personnel, Regulated License Categories, Assignment, Teacher Experience/Education Background

**Related Laws, Rules, and Regulations:**

    M.S., Chapter 125
    M.S., section 121.165

**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:**    In-House
**Name:**    Cobol Programs

**Hardware**
**Manufacturer:**    UNISYS
**Model:**    B7900
**Location:**    EDS/Metro II

**SYSTEM NAME:**        Postsecondary Enrollment Options

**SECTION:**     LEP/Education Aids and Levies
**CONTACT:**     Jessie Montano/Jesse Lewis
**PHONE:**          296-1060 / 296-9613

**DESCRIPTION:**       The Postsecondary Enrollment Options Act enables any 11th
or 12th grade public school student to enroll in non-
sectarian courses or programs for secondary school credit
in eligible postsecondary institutions at no cost to the
student.  The Postsecondary Enrollment Options system keeps
records of the students who participate in this enrollment
option, along with the postsecondary institutions and the
courses and the costs for the courses taken.

**Data Relevant To:**    Educational Aids and Levies Section.  All school
districts, postsecondary institutions including AVTIs.

**Related Laws, Rules and Regulations:**

M.S., section 123.3514, Postsecondary Enrollment Act (PEO)


**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:**     In-House
**Name:**          Cobol Programs

**Hardware**
**Manufacturer:**  UNISYS
**Model:**         B7900
**Location:**      EDS/Metro II

SYSTEM NAME:          Profiles (School District)

SECTION:          District Data/Management Information
CONTACT:          Rod Riese
PHONE:            297-3474

DESCRIPTION:          The Profiles system is made up of data from several other
                      data systems including, among others, students and UFARS.
                      It consists of 38 separate items of data from these other
                      data systems.  In certain cases these items may use data
                      from one system as a divisor of data from another system.
                      The 38 items of data are computed for each school district,
                      county, and development region.

Data Relevant To:    Pupils, staff, finance.....

Related Laws, Rules, and Regulations:

    N.A.


SOFTWARE/HARDWARE CONFIGURATION:

Software
Developer:        In-House
Name:             Cobol Programs


Hardware
Manufacturer:     UNISYS
Model:            B7900
Location:         EDS/Metro II

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**SYSTEM NAME:**      Projections

   **SECTION:**      District Data/Management Information
   **CONTACT:**     Mike Mueller/Rod Riese
   **PHONE:**       296-7683 / 297-3474

**DESCRIPTION:**     The Projections system calculates projected enrollment data
and produces a report with five projected years of Average
Daily Membership information.  This report is sent to each
school district.  Also, a similar report that uses
aggregate data is produced by school district, by
Educational Cooperative Service Unit, and for all of
Minnesota.  Data is updated annually.

School districts supply end-of-year reports which contain
historical data.

**Data Relevant To:**   Students, Enrollment, Planning, Census, Education
Administration, Membership

**Related Laws, Rules, and Regulations:**

None

**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:**   In-House
**Name:**       Cobol Programs

**Hardware**
**Manufacturer:**  UNISYS
**Model:**      B7900
**Location:**   EDS/Metro II

**SYSTEM NAME:**     School Lunch Program

    **SECTION:**     Child Nutrition
    **CONTACT:**     Margaret Drey
    **PHONE:**     296-6986

**DESCRIPTION:**     The School Lunch Program system assists in distributing
state and federal funds to school districts, nursery
schools, day-care centers, and other institutions which, as
part of their program, provide breakfast, lunch, and milk
to students or children.  Under programs administered by
the U.S. Department of Agriculture, free and reduced cost
meals are provided based on a student's family income.
This system processes data provided by school districts and
other meal providers to determine the amount of subsidy
they are entitled to receive.  The data is updated monthly.

Data is provided on the child nutrition monthly voucher,
form ED-00048 which is submitted by meal providers.

The primary output is a monthly tape containing payment
amounts which is sent to the Statewide Accounting system
for processing.  Periodic reports to the U.S. Department of
Agriculture and state officials are also produced.

    Data Relevant To:     Federal-State Nutrition Programs, Students,
                       Food/Nutrition, Food Programs Participation

    Related Laws, Rules, and Regulations:

        42 U.S.C. Sec. 1771-1788

**SOFTWARE/HARDWARE CONFIGURATION:**

    **Software**
    **Developer:**     In-House
    **Name:**     Cobol Programs

    **Hardware**
    **Manufacturer:**     UNISYS
    **Model:**     B7900
    **Location:**     EDS/Metro II

**SYSTEM NAME:**      Secondary Vocational Aid

**SECTION:**      Secondary Vocational
**CONTACT:**      Tom Strom/Janet Christenson
**PHONE:**      296-3306 / 296-3306

**DESCRIPTION:**      The Secondary Vocational Aid system processes budget and cost data for the vocational program in Minnesota secondary schools. The vocational program allows secondary students to take vocational level courses such as shorthand, accounting, mechanics, etc., in their high schools. This system determines the allowable salaries and travel expenses of instructors and administrators who participate in the program. Adjustments to the budget are made throughout the year, and expenditure amounts are submitted and approved for reimbursement after the end of the fiscal year.

Data is provided by school districts on Staff Assignment Agreement Reports, or SAAR, form ED-00375; and Secondary Vocational Program Budget/Financial reports, form ED-01599.

The major outputs are printed. They include annual approved budgets, reimbursement authorizations, and statistical reports as needed.

**Data Relevant To:**    Vocational Education, Educational Finance, Budgeting, Course Level Funding, Student, Staff

**Related Laws, Rules, and Regulations:**

Budget, personnel and projected enrollment data are received in March for the following fiscal year. The projected enrollment data is updated with the actual enrollment numbers as the reporting periods are completed. The budget and staff information is updated through the use of turnaround reports.

Minnesota Rules, Chapter 3505
M.S., section 123.751

**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:**      In-House
**Name:**      Cobol Programs

**Hardware**
**Manufacturer:**  UNISYS
**Model:**      B7900
**Location:**      EDS/Metro II

**SYSTEM NAME:**     Secondary Vocational Handicapped Aid

**SECTION:**     Education Aids and Levies
**CONTACT:**     Tom Melcher
**PHONE:**     297-2194

**DESCRIPTION:**     The Secondary Vocational Handicapped Aid system calculates school district and cooperative center aid entitlements based on budget data reported to the Secondary Vocational Section.

Aid entitlement reports are produced for each calculation run. Estimated aid entitlements are computed quarterly during the school year, with a final calculation after the year is completed. Aid entitlement data is loaded to IDEAS for processing aid payments.

Data Relevant To:   Educational Finance

Related Laws, Rules, and Regulations:

**SOFTWARE/HARDWARE CONFIGURATION:**

Software
Developer:     In-House
Name:     Cobol Programs

Hardware
Manufacturer:     UNISYS
Model:     B7900
Location:     EDS/Metro II

**SYSTEM NAME:**

    **SECTION:**    Special Education Aid
    **CONTACT:**    Robert H. Fischer
    **PHONE:**    296-4164


    **DESCRIPTION:**    The Special Education Aid system is designed to calculate state and federal special education aids in the following categories:

    State Special Education Aid
    Summer School Special Education Aid
    Residential Aid
    Special Pupil Aid
    Secondary Vocational Aid for Handicapped
    P.L. 94-142 Flow Through
    P.L. 94-142 Early Childhood Ages 0-2
    P.L. 94-142 Low Incidence Discretionary
    P.L. 94-142 Preschool Incentive
    Limited English Proficiency

    **Data Relevant To:**    Special Education Aid Payments
        Special Education Programs

    **Related Laws, Rules, and Regulations:**

        M.S., sections 120.17, 124.201, 124.32


**SOFTWARE/HARDWARE CONFIGURATION:**

    **Software**
    **Developer:**    In-House
    **Name:**    Cobol Programs

    **Hardware**
    **Manufacturer:**    UNISYS
    **Model:**    B7900
    **Location:**    EDS/Metro II

**SYSTEM NAME:**     State Department of Education - Finance (SDE-FIN)

**SECTION:**     District Support Services
**CONTACT:**     Jeanine Stenshoel
**PHONE:**     296-8640

**DESCRIPTION:**     The SDE-FIN system maintains financial data on school districts in the UFARS (Uniform Financial Accounting and Reporting Standards) format for the preceeding five-year period. Data categories include budget data, income data, and expenditure data. Data is updated annually; the initial set of data is due from school districts by August 15th of each year.

School districts provide financial data on magnetic tape.

Numerous scheduled and unscheduled financial reports about school districts are produced on paper. This system also supports ad hoc queries.

**Data Relevant To:**     Educational Finance, Budget, Education Administration, Expenditures by District, Revenues by District, Program Costs

**Related Laws, Rules, and Regulations:**

M.S., sections 121.900 - 121.912

**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:**     In-House
**Name:**     Cobol Programs

**Hardware**
**Manufacturer:**     UNISYS
**Model:**     B7900
**Location:**     EDS/Metro II

**SYSTEM NAME:**   Student System

**SECTION:**   District Data/Management Information, Education Aids and Levies

**CONTACT:**   Sharon Peck/Carol Hokenson/Rod Riese/Gary Olsen

**PHONE:**   296-1504 /    296-4432  / 297-3474/  296-4427

**DESCRIPTION:**   The Student system provides information about resident and nonresident students.  The information is used for determining various aid payments to school districts and levy limitations.  The endowment fund, General Education Aid and certain categorical aids require this information. Data categories include membership, enrollment, attendance, and residency.  Data is updated annually.

School district personnel submit data on the following forms:  ED-00013, ED-00031, ED-00035, ED-01495, and ED-01609, ED-01869, ED-01835, ED-00028.

Various listings and publications use this data.

**Data Relevant To:**   Educational Finance, Resident and Nonresident Students, Membership, Enrollment, Attendance

**Related Laws, Rules, and Regulations:**

    M.S., section 124.09
    M.S., section 124.10
    M.S., section 124.17
    M.S., section 124A.034

**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:**   In-House
**Name:**   Cobol

**Hardware**
**Manufacturer:**   UNISYS
**Model:**   B7900
**Location:**   EDS/Metro II

| SYSTEM NAME: | Summer Food Service Program (SFSP) |
|---|---|

SECTION: Child Nutrition
CONTACT: Margaret Drey
PHONE: 296-6986

DESCRIPTION: The Summer Food Service Program system is used to reimburse schools, governmental agencies and summer camps for food they provide to children. The Summer Food Service Program is sponsored by the U.S. Department of Agriculture. This system processes data provided by the institutions, agencies and camps to determine the amount of subsidy they are entitled to receive.

These participants submit data on counts of reimbursable meals for breakfast, lunch, supper, supplement and data on program costs for operating expenses and administrative expenses. This data is provided on form ED-01858.

A magnetic tape containing payment amount is sent to the Statewide Accounting system for processing. Periodic reports to the USDA are also produced.

Data Relevant To: Food/Nutrition, Food Programs Participation, Camps

Related Laws, Rules, and Regulations:

    42 U.S.C. Sec. 1761

SOFTWARE/HARDWARE CONFIGURATION:

Software
Developer: In-House
Name: Cobol Programs

Hardware
Manufacturer: UNISYS
Model: B7900
Location: EDS/Metro II

SYSTEM NAME:        Summer Program Aid

SECTION:        Education Aids and Levies
CONTACT:        Tom Melcher
PHONE:        297-2194

DESCRIPTION:        The Summer Program Aid system maintains a data base on the number of students in each school district who attend or have attended summer school classes. Major processing involves converting attendance figures into membership hours per pupil unit. This calculation is used to determine the amount of state aid and local property tax levy a district may receive in support of its summer school program. The data is updated annually.

School districts provide data on the summer school classes report of membership hours, form ED-00237.

Information on the amount of state aid for each district is transferred to the Minnesota Department of Education's IDEAS System where payment schedules are determined. Various statistical reports are also produced.

Data Relevant To:    Educational Finance, Summer School, Elementary/ Secondary Education, Membership Hours, Students

Related Laws, Rules, and Regulations:

    M.S., section 124A.03
    M.S., section 124A.033

SOFTWARE/HARDWARE CONFIGURATION:

Software
Developer:    In-House
Name:    Cobol Programs

Hardware
Manufacturer:    UNISYS
Model:    B7900
Location:    EDS/Metro II

**SYSTEM NAME:** Teacher Matrix

**SECTION:** Personnel Licensing, District Data/Management Information
**CONTACT:** Roger Delgehausen/Sharon Peck
**PHONE:** 296-2046 / 296-1504

**DESCRIPTION:** The Teacher Matrix system is a very flexible program which is operated through a menu that builds a set of control parameters as a result of user answers to structured questions. The system utilizes data summarized at the district level and at the state level.

The system provides a variety of versions of a standard report structure. The standard report structure is a matrix with a variable set of categories which can be displayed as columns and/or rows. The basic data displayed are total FTE and percent-to-total within the various row categories. There is one variation that displays average salaries and weeks worked (Staff Salary Report). The basic report formats were originally specified for the State Planning Agency and have been refined by the Personnel Licensing and Placement Section of the MDE. The majority of the requests for reports from the system are handled by the Education Statistics Section of the MDE. Detailed questions concerning data interpretation and accuracy should be directed to those sections.

**Data Relevant To:** Teachers, Assignments, Student/Teacher Ratios

**Related Laws, Rules, and Regulations:**

None

**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:** In-House
**Name:** Cobol Programs

**Hardware**
**Manufacturer:** UNISYS
**Model:** B7900
**Location:** EDS/Metro II

**SYSTEM NAME:**   Teacher Retirement Aid

**SECTION:**   Education Aids and Levies
**CONTACT:**   Tom Melcher
**PHONE:**   297-2194

**DESCRIPTION:**   The Teacher Retirement Aid system computes the annual aid entitlements for school districts as needed to implement Laws of Minnesota for 1985, First Special Session, Chapter 12, Article 11. The system accesses data on the student population (resident and nonresident) and TRA and FICA obligation data furnished by the districts. Aid amounts are then calculated based on a formula specified by the legislature - school districts furnish teacher retirement and FICA obligation figures. Student attendance and tuition information is taken from the Minnesota Department of Education's Levy System.

**Data Relevant To:**   Educational Finance, Students, Appropriations, Grant-in-Aids, Education Projects

**Related Laws, Rules, and Regulations:**

M.S., sections 124.2161 through 124.2163

**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:**   In-House
**Name:**   Cobol Programs

**Hardware**
**Manufacturer:**   UNISYS
**Model:**   B7900
**Location:**   EDS/Metro II

| SYSTEM NAME: | Test Item Data Bank |
|---|---|

| SECTION: | Assessment |
|---|---|
| CONTACT: | William McMillan |
| PHONE: | 296-6002 |

DESCRIPTION:

The Test Item Data Bank system allows the creation of tests from a large bank of questions on varying subjects. These questions are to be established and maintained by the Assessment Section of the Minnesota Department of Education. The Test Item Data Bank system allows districts, schools, and/or teachers the capability to selectively create a test to their needs and specifications. The goals of the Test Item Data Bank system are:

1) Make available a bank of items that is good in quality
2) Print tests based on a per item request, or on randomly chosen items per objective request
3) Offer the option to scan, score, and/or report generated tests
4) Calculate and retain p-value and standard error information from state administered sampling of selected items chosen by the Assessment Section

**Data Relevant To:** Curriculum, Educational Materials, Student Performance

**Related Laws, Rules, and Regulations:**

M.S., section 123.742

**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
| Developer: | In-House |
|---|---|
| Name: | Cobol Programs |

**Hardware**
| Manufacturer: | UNISYS |
|---|---|
| Model: | B7900 |
| Location: | EDS/Metro II |

**SYSTEM NAME:**   Training and Experience Index

**SECTION:**   Education Aids and Levies
**CONTACT:**   Tom Melcher
**PHONE:**   297-2194


**DESCRIPTION:**   The Training and Experience Index system is used to compute each district's training and experience index based on data from the Personnel Licensing system. This index is computed once every two years using data from the second year of the two year teacher contract period. The system allows the user to adjust the "smoothed" coefficients based on statistical analysis.

The training and experience index is used to compute a district's foundation/general education revenue.

**Data Relevant To:**   Education Finance, Property Tax Levies

**Related Laws, Rules, and Regulations:**

M.S. 124A.02, Subd. 23
M.S. 124A.04



**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:**   In-House
**Name:**   Cobol Programs


**Hardware**
**Manufacturer:**   UNISYS
**Model:**   B7900
**Location:**   EDS/Metro II

**SYSTEM NAME:** Transportation Aid

**SECTION:** Education Aids and Levies
**CONTACT:** Tom Melcher
**PHONE:** 297-2194

**DESCRIPTION:** The Transportation Aid system is utilized to provide automated processing of transportation and related expenditure data. Calculated entitlements are entered into the Integrated Department of Education Aids System (IDEAS) for payment of transportation aids to local education agencies which are entitled to payment.

**Data Relevant To:** Transportation aids and entitlement data relative to the individual district

**Related Laws, Rules, and Regulations:**

M.S., sections 124.223 and 124.225

**SOFTWARE/HARDWARE CONFIGURATION:**

**Software**
**Developer:** In-House
**Name:** Cobol Programs

**Hardware**
**Manufacturer:** UNISYS
**Model:** B7900
**Location:** EDS/Metro II

**SYSTEM NAME:**        Uniform Terminology and Coding (UTAC) System

   **SECTION:**       Education Data Systems
   **CONTACT:**      Lois Steinhaus
   **PHONE:**        297-4725

**DESCRIPTION:**       The UTAC system serves two general purposes.  First, it is
the official listing and reference tool for the language
and terminology to be used in collecting data from school
districts.  Secondly, the UTAC system is used to track the
data elements which comprise reporting to the MDE.  The
UTAC system will be the primary documentation system
utilized to further automate reporting from school
districts.

   **Data Relevant To:**   Data Collection, MDE Data Needs, Uniform Terminology
For Reporting

   **Related Laws, Rules, and Regulations:**

      M.S., section 121.93


**SOFTWARE/HARDWARE CONFIGURATION:**

   **Software**
   **Developer:**   In-House
   **Name:**       Cobol Programs


   **Hardware**
   **Manufacturer:**  UNISYS
   **Model:**       B7900
   **Location:**    EDS/Metro II

| SYSTEM NAME: | Visual Informational System Interrogating Operational Needs (VISION) |
|---|---|
| SECTION: | Education Data Systems |
| CONTACT: | Giles Majesty |
| PHONE: | 296-9785 |

DESCRIPTION:

VISION is a report generator that can currently access 35 data sets incorporating some 10,000 elements. VISION can:

A. Generate reports using various MDE data sets
B. Provide data to State Planning Agency for producing multicolor maps
C. Provide data for analysis with SPSS at University of Minnesota
D. Provide VISION data to any Apple or IBM microcomputer user
E. Total by district, region, etc.
F. Total by state automatically
G. Generate cumulative fields
H. Generate percent of cumulative fields to total
I. Performs multiplication, division, addition, subtraction, and percent calculations
J. Generate library of pre-defined calculations
K. Generate library of pre-defined districts
L. Rank on a computed or database item
M. Specify column headings or automatically generate them
N. Specify row title descriptions
O. Specify organizational pseudo substitutions
P. Summarize to region, etc.
Q. Retrieve data from mixed data years
R. Specify page ejection at district, region totals, etc., and
S. Specify sign selection.

Data Relevant To: Any Minnesota Department of Education staff person or outside agency requiring educational information

Related Laws, Rules, and Regulations:

    None

SOFTWARE/HARDWARE CONFIGURATION:

| Software Developer: | In-House |
|---|---|
| Name: | Algol Programs |

| Hardware Manufacturer: | UNISYS |
|---|---|
| Model: | B7900 |
| Location: | EDS/Metro II |

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